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INTERGOVERNMENTAL NEGOTIATING COMMITTEE
FOR A FRAMEWORK CONVENTION ON CLIMATE CHANGE
Tenth session
Geneva, 22 August - 2 September 1994
Item 1 (d) of the provisional agenda

ORGANIZATIONAL MATTERS

ARRANGEMENTS FOR THE ELEVENTH SESSION OF THE COMMITTEE

Note by the interim secretariat

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I. INTRODUCTION

A. Committee mandate

1. At its ninth session, the Committee decided to carry out, on an interim basis, the most pressing tasks of the subsidiary bodies, in order to contribute to the success of the Conference of the Parties at its first session (COP 1), and to make the necessary recommendations thereon for its approval (see A/AC.237/55, annex I, decision 9/3). In this context, it decided to allocate the tasks listed in Article 4.2(b), (c) and (d) of the Convention to the existing Working Groups.

2. It will fall to the eleventh session (scheduled to take place at United Nations Headquarters from 6 to 17 February 1995) to undertake these tasks, owing to the timing of the inputs needed. Bearing in mind the need to complete its full workload as outlined in document A/AC.237/24, the Committee also decided to reserve the additional week of 30 January to 3 February 1995 for a possible extension of the eleventh session should it prove necessary, pending a decision to that effect at its tenth session and subsequent approval by the United Nations General Assembly.

3. The interim secretariat was requested to prepare documentation reviewing further the implications of the interim arrangements and the above-mentioned decisions for consideration by the Committee at its tenth session (see A/AC.237/55, annex I, decision 9/3). The Committee, when reviewing the schedule of its remaining sessions, also requested the interim secretariat to review the dates, as well as the working hours, for the eleventh session and submit proposals to the Committee at its tenth session (see A/AC.237/55, para. 131).

B. Scope of the note

4. The agenda item on arrangements for the eleventh session affects the work of the entire Committee, including both Working Groups. After consultation with the Bureau, the interim secretariat therefore proposes that this item be considered in Plenary.

5. This note addresses the work plan and organizational arrangements for Working Groups I and II and for Plenary at the eleventh session of the Committee. Section II proposes a possible allocation of the work to be completed at the eleventh session by each Working Group and Plenary, and is accompanied by a preliminary listing of documentation to be available to the Committee. In this context, a format for recommendations to COP 1 is attached as annex I to this note. Section III outlines a possible scenario for the organization of work at the eleventh session. It is supplemented by an illustrative list of agenda items to be considered at that session, contained in annex II to this note.

C. Possible action by the Committee

6. The agenda of the eleventh and last session will be very heavy, since the Committee will have to conclude its work and complete the adoption of recommendations to COP 1. In order to contribute to the successful conclusion of the eleventh session and to the preparations by delegations for that session, it is recommended that the Committee, at its tenth session:

(a) Confirm the duration and dates of its eleventh session, subject to approval by the General Assembly;

(b) Decide on the organization of work at its eleventh session, including the allocation of tasks listed in Article 4.2(b), (c) and (d); and

(c) Agree upon the format for its recommendations to COP 1, so that draft recommendations may be prepared by the interim secretariat for consideration at its eleventh session.

7. In order for the interim secretariat to prepare draft recommendations to COP 1, discussion on most items will have to be concluded, or well advanced, at the tenth session. The Committee might be able to adopt some of its recommendations to COP 1 at the tenth session so as to lighten its agenda for the eleventh session (see A/AC.237/56, paras. 6-8).

II. ORGANIZATION, INPUTS AND OUTPUTS OF THE ELEVENTH SESSION OF THE COMMITTEE

A. Allocation of tasks listed in Article 4.2(b), (c) and (d)

8. The Committee decided at its ninth session to allocate the tasks listed in Article 4.2(b), (c) and (d) to the **existing** Working Groups, without specifying which. Working Group I is already addressing the procedural aspects and modalities related to each task listed in Article 4.2(b), (c) and (d). The remaining tasks to be carried out include:

- **Review of information** communicated by Annex I Parties on policies and measures for the mitigation of climate change as well as on resulting projected anthropogenic emissions by sources and removals by sinks of greenhouse gases not controlled by the Montreal Protocol, to the end of the present decade (see Article 4.2(b)); and

- **Review of the adequacy of commitments** in Article 4.2(a) and (b), in the light of the best available scientific information and assessment on climate change and its impacts, as well as relevant technical, social and economic information. (Based on this review, the COP is to take appropriate action, which may include the adoption of amendments to the commitments in Article 4.2(a) and (b).)
(see Article 4.2(d)).

9. These tasks relate directly to work hitherto undertaken by Working Group I. Accordingly, after having consulted the Bureau, the interim secretariat proposes that Working Group I carry out, at the eleventh session on an interim basis, all the tasks listed in Article 4.2(b), (c) and (d).

B. Summary of proposed task distribution and documentation at the eleventh session

10. At its ninth session, the Committee assigned to Plenary consideration of the designation of a permanent secretariat (A/AC.237/55, para. 6). Furthermore, the interim secretariat, having consulted the Bureau, proposes that the remaining institutional, procedural and legal matters originally assigned to Working Group II also be assigned to Plenary, as of the tenth session (A/AC.237/56, para. 12).

11. The following table summarizes the work to be completed by each Working Group and Plenary at the eleventh session of the Committee and gives a preliminary indication of related documentation. It is based on the work programme adopted by the Committee at its sixth session, its subsequent decisions and the following assumptions:

(a) The Committee concurs with the above proposals (see paras. 9 and 10, above);

(b) Discussions at the tenth session will progress far enough for draft recommendations to COP 1 to be prepared;

(c) Draft recommendations and other documentation, such as that linked to the review of information process and the review of the adequacy of commitments (see table), will be contained in notes prepared by the interim secretariat responding to requests made by the Committee at its tenth session; and

(d) The Committee, at its tenth session, will conclude its work on the rules of procedure of the COP and adopt a procedural decision on a multilateral consultative process, referring outstanding questions to COP 1, as proposed in the notes on these subjects (see A/AC.237/58 and A/AC.237/59).

TABLE. TASKS TO BE CARRIED OUT AT THE ELEVENTH SESSION AND RELATED DOCUMENTATION

TASKS	DOCUMENTATION
PLENARY	
Organization of work	Provisional agenda, including suggestions for the organization of work
Arrangements for COP 1, including a provisional agenda, organization of work and the election of the officers of the COP and of both subsidiary bodies	Draft recommendation containing proposed COP decision on a provisional agenda and organization of work
Designation of a permanent secretariat and arrangements for its functioning, including financial rules of the COP and of the subsidiary bodies established by the Convention	Draft recommendation containing proposed COP decision
Review of the activities of the interim secretariat, including review of extrabudgetary funding Status of ratification of the Convention	Notes by the interim secretariat
WORKING GROUP I	
Methodological issues, including: - methodologies for national inventories - projections - effects of measures - global warming potentials - vulnerability assessment and adaptation	Any updates and relevant new information Draft recommendation containing proposed COP decision
Guidelines for preparation and periodicity of Annex I communications and procedures for transmission, distribution and translation	Draft recommendation containing proposed COP decision
Process for review of information communicated by Annex I Parties	Draft recommendation containing proposed COP decision
Review of information communicated by Annex I Parties, including a review of individual communications and a synthesis document	National communications by Annex I Parties and any related products as decided by the Committee Document compiling and synthesizing information from the national communications of Annex I Parties, including inventory data
Criteria for joint implementation including a proposal for phased approach starting with pilot phase	Draft recommendation containing proposed COP decision
Review of the adequacy of commitments including consideration of any proposals for follow-up action submitted by Parties	Draft report on the review of the adequacy of commitments, including possible conclusions on the adequacy of commitments and recommendations for follow-up action and/or consideration of amendments or protocols submitted by Parties, taking into account the November 1994 Special Report prepared by the Intergovernmental Panel on Climate Change and any related products as decided by the Committee
Report on implementation	Draft recommendation containing proposed COP decision
The roles of the subsidiary bodies established by the Convention	Draft recommendation containing proposed COP decision

TASKS (continued)	**DOCUMENTATION** (continued)
WORKING GROUP II	
Guidance on policies, eligibility criteria and programme priorities Determination of "agreed full incremental costs" Modalities for the functioning of operational linkages between the COP and the operating entity or entities of the financial mechanism Assessment of funding needs	Draft recommendation(s) containing proposed COP decision(s)
Consideration of a report of the interim operating entity on its activities	Note by the interim secretariat transmitting a report from the Global Environment Facility
Consideration of maintenance of the interim arrangements referred to in Article 21.3	Draft recommendation containing proposed COP decision
Provision to developing country Parties of technical and financial support, including reviewing progress of current activities and planning for the next phases	Progress reports on current activities and proposals for further work

C. Format for recommendations from the Committee to the Conference of the Parties at its first session

12. The content of recommendations would depend on the nature of the issue and the degree of consensus achieved in the Committee. Some could contain a draft decision for eventual consideration by COP 1, with a short preambular section followed by an operative part containing decisions and, as appropriate, requests for further work and follow-up actions (see format in annex I). Others, in the form of conclusions, could convey to the COP issues still to be resolved, as well as accompanying other documentation prepared for COP 1.

D. Report by the Chairman, on behalf of the Committee, to the General Assembly at its fiftieth session

13. General Assembly resolution 47/195, paragraph 20 "invites the Chairman of the [Committee] to submit a report to the General Assembly on behalf of the Committee on the completion of the Committee's work, following the conclusion of [COP 1]". The Committee may wish to consider whether any guidance concerning this report is necessary.

III. SCENARIO FOR THE ELEVENTH SESSION

14. The intention of this section is to present a possible scenario for the eleventh session which will be reviewed in the light of the outcome of the tenth session. It is difficult at this point to establish a precise sequencing of events for that last session of the Committee. In the face of pressure to complete documentation and recommendations for submission to COP 1, flexibility will be important.

A. Possible agenda items

15. On the basis of the foregoing analysis of work to be completed, the interim secretariat has prepared an illustrative list of agenda items which is submitted for background information (see annex II). The provisional agenda for the eleventh session will be drawn up in the usual manner, by the Executive Secretary in consultation with the Chairman and the Bureau, taking account of any comments made during the tenth session.

B. Duration and dates

16. As requested by the Committee at its ninth session, the interim secretariat has consulted with the United Nations Office of Conference Services and has sought guidance from the Bureau on issues surrounding the scheduling of the eleventh session.
It is the view of the interim secretariat that the workload of the eleventh session of the Committee, especially that of Working Group I, justifies the extension of that session, originally scheduled from 6 to 17 February 1995. The Bureau concurs with this assessment.

On the advice of the Chairman, after consultation with the Bureau, the week of 30 January to 3 February has been reserved in the United Nations calendar of conferences, subject to confirmation by the Committee and subsequent approval by the General Assembly. If so decided, the eleventh session would take place from 30 January to 17 February 1995, at United Nations Headquarters, New York. This would correspond to the provision made in Committee decision 9/3, paragraph 5.

17. The interim secretariat is consulting with the Office of Conference Services on the possibility of adjusting working hours for the session.

C. Schedule of work

18. The interim secretariat suggests that, during the first two weeks of the session, Plenary and the two Working Groups should aim at preparing a package of draft recommendations to be forwarded to COP 1, including a limited and well-defined set of outstanding issues, hopefully reduced to a minimum. By the end of the second week, Working Group I would also complete, as far as possible, its work on the documentation relating to the review of information communicated by Annex I Parties and the report from the Committee to COP 1 on the review of the adequacy of commitments. This package would be remitted to Plenary. The third week would then be reserved for a final round of consultations and negotiations, under the authority of the Plenary, to clear remaining "square brackets". It is also likely that the final recommendation of the Committee regarding the subsidiary bodies (that is, the review and possible modification of the provisional recommendation to be adopted at the tenth session; see A/AC.237/64, paras. 5, 7 and 8) would be considered in the third week, since it would depend on the outcome of negotiations on other subjects. The two Working Groups would thus not meet in the third week. (This suggestion is inspired by the organization of work at the two parts of the fifth session of the Committee, when the Convention was adopted.)

19. If this suggestion is followed, the overall workload during the first two weeks could be spread evenly between both Working Groups and Plenary. However, there may be merit in considering whether it would be more convenient to have only Plenary and Working Group I meeting during the first week. This would economize time spent at the session by delegates whose participation is limited to Working Group II.

20. As regards the order of business of Working Group I, and assuming clear conclusions were reached at the tenth session on the review of information process and any related documentation to be submitted to COP 1, this Working Group could start reviewing individual communications and then consider a document compiling and synthesizing information from communications by Annex I Parties (see A/AC.237/63). Working Group I could then take up the substantive review of the adequacy of commitments on the basis of relevant documentation prepared by the interim secretariat, which would take into account information provided by the IPCC Special Report and any proposal that might have been transmitted by a Party or Parties for follow-up action (see A/AC.237/55, para. 56). The outcome of this exercise would be a report by the Committee to COP 1 on that subject.

Working Group I could then turn to the consideration of other matters relating to commitments requiring recommendations to COP 1 as indicated in the table. In so doing, Working Group I would benefit from the completion of the reviews effected during the earlier part of the meeting.

Annex I

POSSIBLE FORMAT FOR RECOMMENDATIONS FROM THE COMMITTEE TO THE CONFERENCE OF THE PARTIES AT ITS FIRST SESSION

Draft

Recommendation 11/..

[Title]

The Intergovernmental Negotiating Committee for a Framework Convention on Climate Change,

Recalling [relevant provision(s) of the Convention],

Recalling [its mandate] [its work on the subject],

Recommends that the Conference of the Parties adopt the following decision:

Decision 1/..

[Title]

The Conference of the Parties at its first session,

Recalling [relevant provision(s) of the Convention],

Taking note [of ongoing work or valuable contributions],

Having considered the recommendations of the Intergovernmental Negotiating Committee for a Framework Convention on Climate Change [contained in document ...]

1. Welcomes/Approves ...

2. Decides ...

3. Invites/Requests ...

4. Urges/Calls upon ...

Annex II

ILLUSTRATIVE LIST OF AGENDA ITEMS FOR THE ELEVENTH SESSION OF THE COMMITTEE

A. Plenary

1. Organizational matters, including arrangements for the first session of the Conference of the Parties.

2. Status of ratification of the Convention.

3. Institutional matters: Designation of a permanent secretariat and arrangements for its functioning, including financial rules of the Conference of the Parties and of subsidiary bodies established by the Convention.

4. Review of the activities of the interim secretariat, including review of extrabudgetary funding.

5. Adoption of recommendations from the Committee to COP 1.

6. Report by the Chairman, on behalf of the Committee, to the General Assembly.

7. Adoption of the report of the Committee.

Pro memoria: Plenary items expected to have been concluded at the tenth session

- Rules of procedure of the Conference of the Parties and of the subsidiary bodies established by the Convention

- Consideration of the establishment of a multilateral consultative process for the resolution of questions regarding implementation (Article 13)

B. Working Group I

8. Matters relating to commitments:

   (a) First review of information communicated by each Party included in Annex I to the Convention, including:

      (i) Review of individual national communications;

(ii) Review of a compilation and synthesis, including the overall effects of policies and measures;

(iii) Process for the ongoing review of information, including guidelines for the preparation and periodicity of communications, and operational procedures for transmission, distribution and translation;

(b) Review of the adequacy of commitments in Article 4, para. 2 (a) and (b), including any follow-up action, taking account of the Special Report of the Intergovernmental Panel on Climate Change;

(c) Methodological issues;

(d) Criteria for joint implementation;

(e) The roles of the subsidiary bodies established by the Convention;

(f) Report on implementation.

C. Working Group II

9. Matters relating to arrangements for the financial mechanism and for technical and financial support to developing country Parties:

(a) Implementation of Article 11 (Financial mechanism), paras. 1-4, including :

(i) Guidance on policies, eligibility criteria and programme priorities;

(ii) Determination of "agreed full incremental costs";

(iii) Modalities for the functioning of operational linkages between the COP and the operating entity or entities of the financial mechanism;

(iv) Assessment of funding needs;

(v) Consideration of the report of the interim operating entity;

(b) Consideration of the maintenance of the interim arrangements referred to in Article 21, para. 3;

(c) Provision to developing country Parties of technical and financial support.

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Item 1 (d) of the provisional agenda

ORGANIZATIONAL MATTERS

ARRANGEMENTS FOR THE ELEVENTH SESSION OF THE COMMITTEE

Note by the interim secretariat

Corrigendum

Page 9, line 1

The first sentence should read

On the advice of the Chairman, after consultation with the Bureau, the week of 30 January to 3 February has been reserved in the United Nations calendar of conferences, subject to confirmation by the Committee and subsequent approval by the General Assembly.

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Item 5 (a) of the provisional agenda

PROCEDURAL AND LEGAL MATTERS

RULES OF PROCEDURE OF THE CONFERENCE OF THE PARTIES AND OF THE SUBSIDIARY BODIES ESTABLISHED BY THE CONVENTION

Note by the interim secretariat

1. During the ninth session of the Committee, an informal ad hoc and open-ended group of delegations met to review the draft rules of procedure in detail. The group had before it for consideration document A/AC.237/27/Rev.2. As a result of this work, the Coordinator of the informal ad hoc and open-ended group submitted a revised draft (A/AC.237/WG.II/L.8) to Working Group II for its consideration.

2. Working Group II briefly considered the revised draft, but, owing to time constraints, was unable to undertake a substantive discussion thereof. Consequently, it was decided that the Co-Chairman of Working Group II would request guidance from the Committee, through the Chairman, on how to proceed at the tenth session (A/AC.237/55, paras. 108-111).

3. The Committee decided to resume consideration of the draft rules of procedure at its tenth session, using document A/AC.237/WG.II/L.8 as the basis for its work. It noted that the Bureau would make a recommendation to the Committee at its tenth session as to how the Committee should undertake the consideration of this item at that session (A/AC.237/55, para. 112).

4. The Bureau would like to make the following proposals to the Committee:

(a) That this agenda item (now 5 (a) of the provisional agenda for the tenth session) should be remitted to the Committee in plenary session for its consideration, with document A/AC.237/WG.II/L.8 as a basis for discussion;

(b) That the Chairman should conduct a brief plenary discussion to identify the outstanding issues under this item, including those issues appearing in square brackets in document A/AC.237/WG.II/L.8. Should further consultations be necessary to resolve such issues, the Chairman would propose appropriate arrangements to the Committee; and

(c) That the Committee should aim to agree, at its tenth session, on a final draft of the rules of procedure to be recommended to the Conference of the Parties for adoption at its first session.